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Montana
Office of Public Instruction
Denise Juneau, State Superintendent

School Finance



Guidance for Net Pension Liability data entry on the Trustees Financial Summary

The TRS reports are located on their website at the following link: [CLICK HERE](#)

The reports are grouped alphabetically:

- Click on the "+" by the range of letters that includes your school's name.
- Locate your school and click on the name.
- Print out the 15 page report.
 - On page 1, your school system's net pension liability is reported on the 3rd line.
 - If your school system is a stand-alone elementary, high school, or K-12 district, this is the dollar amount to enter on your Trustee's Financial Summary (TFS).
 - If your school system includes an elementary and a high school district, you will need to prorate the dollar amount to each district.
 - Calculate what percentage of the total "normal" contributions each district remitted to the TRS in FY 2014 (I.E. Elementary 75%, High School 25%).
 - Apply your percentages to the Net Pension Liability and enter each one in the respective district's TFS.

In MAEFAIRS under:

- Data Entry
- Trustees Financial Summary
- Step 10, Long Term Liabilities
 - Select "Governmental" activity (select "business" if any retirement is paid from a proprietary fund)
 - Add A New Net Pension Liability Record
 - Select TRS
 - Enter the district's share of the net pension liability in the "additions" box.
 - Click Save

The Montana Public Employee Retirement Administration (MPERA) released their reports yesterday, August 12, 2015, and districts should have received a confirmation email. The employer specific reports may be found at the following link: [CLICK HERE](#). MPERA did indicate that the Net Pension Liability Reports they are providing at this time are "un-audited", and therefore, there is a possibility that they may change. Enter the "Employer Proportion at June

30, 2014" amount found on the front page of the PERS report into the Trustees Financial Summary using the same steps as you did the TRS data.

If you have questions, please contact [Steve Hamel](#) at (406) 444-0783 or [Janelle Mickelson](#) at (406) 444-3249.

The Montana Office of Public Instruction provides vision, advocacy, support and leadership for schools and communities to ensure that all students meet today's challenges and tomorrow's opportunities."

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